




MUHAMMAD IRFAN AKBAR



Personal details

-  MUHAMMAD IRFAN AKBAR
-  irfanakbar791@gmail.com
-  +92 3116308828
-  Al farzand house near rizwan electric store rakhbouili salamat pura 39000 Muridke
-  September 28, 1995
-  LAHORE
-  Male
-  Pakistani
-  Unmarried

Skills

- MS Office 
- Adobe illustrator 
- Initiator 

Hobbies

-  Boxing

Profile

I am a **Accountant and HR** by Professional and offer more than **03 Years** of experience in **Accounts Management** and **HRM** which includes Implementation of **ERP**. **Regular Checking of Accounts, Balancing, Accounts Management, Cash Equalization, Payroll, Payoff and Inner management.**

Education

- Bachelors Of Public Administration** **Oct 2015 - Nov 2019**
Bahauddin Zakariya University, Multan, Multan
FIELD(s) OF STUDY
 - HRM
- HSSC** **Mar 2013 - Apr 2015**
PUNJAB COLLEGE OF SCIENCES, MULTAN
FIELD(s) OF STUDY
 - PRE MEDICAL

Employment

- Accountant** **Jan 2023 - Mar 2024**
METRO STEEL WIRE INDUSTRIES (PVT) LTD, MURIDKE
Maintaining Accountts Cash related Transaction
Payroll and Payoff
- Branch Accountant** **Dec 2021 - Sep 2022**
Afzal Groups of Electronics, Rachna Town
Command On ERP
Manage Daily Cashflows and accounts
- Account And HR officer** **Dec 2019 - Apr 2021**
NEw Aftab Cables & Wires, Lahore
Manage Cash related transactions and HR work
Wages at the weekly bases

Internships

- Intern** **Apr 2021 - Oct 2021**
Mobilink Micro Finance Bank, Muridke
- Intern** **Feb 2019 - Apr 2019**
Volka Foods International (Pvt) LTD, Multan